

OPERATIONS BUSINESS TEAM
August 17, 2000 (DRAFT)

| | OPPORTUNITY CATEGORY | DECISIONS AND ACTIONS | STATUS / ISSUES / COMPLETION DATES | NEXT OBT REVIEW DATE | RESPONSIBLE PERSON(S) |
|---|-----------------------------|---|--|----------------------|------------------------------------|
| 1 | Competitiveness | Tour of Sensory Lab | <i>Tour conducted and automated panel stations demonstrated.</i> | DONE | U. Nyffeler |
| 2 | Compliance | <i>Team Check In - Review of Activities to Reduce Nitrosamines & Heavy Metals</i> | <i>L. Sykes, D. Hill, D. Koller & W. Hempfling to present to RD&E Staff Meeting on 8/18/00 re: status of work to assure that work is appropriately integrated and aligned, that objectives are clear and that accountabilities are defined.</i> | DONE | M. Farriss & R. Solana & H. Alonso |
| 3 | Costs & Cash Flow | Process Optimization Plan/Single Standard | <i>Presentation made reviewing program objectives, status and milestones. Will proceed with full implementation through 2002. Will do mass balance and continue testing over several crop years.</i> | DONE | M. Farriss |
| 4 | Costs & Cash Flow | QUARTERLY Review - Strategic Equipment Reserve | <i>Reviewed organization of Equipment Management function in Operations Planning. Reviewed Reserve Equipment Management and Disposals. Will capture total amount of depreciation expense per year in reports. Next review of Reserve Equipment will take into account results of Strategic Plan changes from Keswick meeting.</i> | DONE | H. Burnley |
| 5 | Costs & Cash Flow | Strategic Plan - Finalize Keswick Agreements & Plan Future Reviews | <i>Presentation made. Keswick agreements and next steps confirmed. Ops Planning to extend cost charts out to 2005. Also break out numbers by 2001, 2002, 2003, etc budgets. Decided to plan for a Strategic Plan Review for OBT & Direct Reports off site toward end of year which will be more interactive in nature than previous updates.</i> | DONE | H. Burnley |
| 6 | Costs & Cash Flow | Symphony 2000 Related Budget Training | <i>Presentation made reviewed impact of October 1 SAP R/3 Release on functional budgeting and staff.</i> | DONE | H. Burnley |
| 7 | Costs & Cash Flow | <i>Team Check In - Office and Lab Space Renovations</i> | <i>Departments will fund office & lab renovations through their budgets.</i> | DONE | H. Long |
| 8 | Consolidation & Integration | Enterprise Software Standardization Project | K. Lowrance to make presentation. Time: 30 min. | TBD | H. Long |
| 9 | Compliance | Case Identification & Retrieval | K. Morgan to make presentation. Time: 45 min. | 8/31/00 | JAC |

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| 10 | Compliance | EHS Assessment 1st Half 2000 Results | C. Stiff to give review. Time: 30 min. | 8/31/00 | DLM |
| 11 | Costs & Cash Flow | MONTHLY - Operations Budget Update for July & 3RF | E. Johnson to give update. Time: 1 hr. | 8/31/00 | M. Saine |
| 12 | Costs & Cash Flow | QUARTERLY - Review of Open Capital Projects | R. Sarmento to make presentation. Time: 30 min. | 8/31/00 | M. Saine |
| 13 | Quality System Implementation | Manufacturing Quality System Implementation Plan | J. T. White to make presentation. Time: 45 min. | 8/31/00 | JAC |
| 14 | Quality System Implementation | Quality System S Curve & Milestone Update | J. Williams to give updates. Time: 45 min. | 8/31/00 | JAC |
| 15 | Competitiveness | Capabilities of New Long Range Planning Model | J. Moose to make presentation. Time: 30 min. | 9/15/00 | H. Burnley |
| 16 | Compliance | Product Special Situations & Interim Product Retrieval Training | R. Fenner & A. Cook to make presentations. Time: 1 hr. | 9/15/00 | JAC |
| 17 | Costs & Cash Flow | Flavor Center & KFI | B. Hoskins to make presentation. Time: 30 min. | 9/15/00 | D. Westra |
| 18 | Costs & Cash Flow | Manufacturing Yield Measures | J. Calloway and D. Saunders to make presentation. Time: 30 min. | 9/15/00 | SR & M. Saine |
| 19 | Costs & Cash Flow | MONTHLY - Operations Budget Update for August | E. Johnson to give update. Time: 30 min. | 9/15/00 | M. Saine |
| 20 | Organizational Capability | Finance Team Building Meeting | M. Saine to present meeting videos. Time: 15 min. | 9/15/00 | M. Saine |
| 21 | Quality System Implementation | Quality System S Curve & Milestone Update | J. Williams to give updates. Time: 45 min. | 9/15/00 | JAC |
| 22 | Costs & Cash Flow | Strategic Plan - Project Resource Discussion | L. Pulsifer to facilitate discussion. Time: 4 hrs. | 9/28/00 | H. Burnley |
| 23 | Other | Lunch With SWM Board of Directors at MC | JRN, DLM, SR, U. Nyffeler, H. Long and C. Schwartz. Time: 12:15 - 1:00 | 9/28/00 | H. Long |
| 24 | Quality System Implementation | 3rd Quarter Management Review | J. Carboni & R. Fenner to make presentation. Time: 45 min. | 9/28/00 | JAC |

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| 25 | Compliance | SEMI-ANNUAL Safety System Management Review | D. Merrill & C. Stiff to coordinate review. | 10/12/00 | DLM |
| 26 | Costs & Cash Flow | MONTHLY - Operations Budget Update for September | E. Johnson to give update. Time: 30 min. | 10/12/00 | M. Saine |
| 27 | Costs & Cash Flow | Project Symphony Update | H. Burnley to make presentation. Time: 30 min. | 10/12/00 | H. Burnley |
| 28 | Costs & Cash Flow | QUARTERLY Review - Strategic Equipment Reserve | R. Arents to make presentation. Time: 20 min. | 10/12/00 | H. Burnley |
| 29 | Costs & Cash Flow | Strategic Plan Review | L. Pulsifer to facilitate review. Time: 1 hr. 30 min. | 10/12/00 | H. Burnley |
| 30 | Incentives & Compensation | IC/Stock Review | Time: 2 hrs. | 10/12/00 | K. Benner |
| 31 | Quality System Implementation | Quality System S Curve & Milestone Update | J. Williams to give updates. Time: 45 min. | 10/12/00 | JAC |
| 32 | Costs & Cash Flow | Operations Strategic Plan Update | L. Pulsifer to facilitate review by OBT for direct reports. | 10/26/00 | H. Burnley |
| 33 | Costs & Cash Flow | QUARTERLY - Review of Open Capital Projects | R. Sarmiento to make presentation. Time: 30 min. | 11/9/00 | M. Saine |
| 34 | Quality System Implementation | Quality System S Curve & Milestone Update | J. Williams to give updates. Time: 45 min. | 11/9/00 | JAC |
| 35 | Costs & Cash Flow | MONTHLY - Operations Budget Update for October | E. Johnson to give update. Time: 30 min. | 11/30/00 | M. Saine |
| 36 | Costs & Cash Flow | Strategic Plan Review | L. Pulsifer to facilitate review. Time: 1 hr. 30 min. | 11/30/00 | H. Burnley |
| 37 | Organizational Capability | Technical Ladder Promotion Review | R. Driver to facilitate. Time: 2 hrs. | 11/30/00 | K. Benner |
| 38 | Costs & Cash Flow | MONTHLY - Operations Budget Update for November | E. Johnson to give update. Time: 30 min. | 12/18/00 | M. Saine |
| 39 | Costs & Cash Flow | Strategic Plan Review | L. Pulsifer to facilitate review. Time: 1 hr. 30 min. | 12/18/00 | H. Burnley |

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| 40 | Quality System Implementation | Quality System S Curve & Milestone Update | J. Williams to give updates. Time: 45 min. | 12/18/00 | JAC |
| 41 | Quality System Implementation | SEMI-ANNUAL - Review of PM USA Sanitation Program | D. Chadick to make presentation | 1/12/01 | R. Cox & JAC |